



CITY OF LODI

COUNCIL COMMUNICATION

AGENDA TITLE: Retain consultant to evaluate City telephone system

MEETING DATE: April 3, 1991

PREPARED BY: Assistant City Manager

RECOMMENDED ACTION: The City Council authorize Northern California Communications Network to conduct a telecommunications feasibility study and a needs assessment for the current telephone system (Exhibit A).

BACKGROUND INFORMATION: The recommendation for this study is based on the following factors:

- 1) Current hardware is antiquated and has limited potential for continuing to meet the City's growing demand for telecommunication services.
- 2) Telephone problems arise daily and are being solved in a "band-aid" fashion with further problems ensuing.
- 3) City employees are experiencing phone lines going dead during the middle of conversations, diminishing volume, squealing noises, inability to reach outside service area lines, and numerous other problems which ultimately results in additional staff time returning phone calls, and/or lost time from work while lines are being checked for repair.
- 4) The City currently uses Pacific Bell, AT&T, Executone, AmeriCall, and Contel to support its system. The juggling act of keeping applicable services in order is cumbersome and costly.

To resolve the telephone problems which are nearing crisis levels, a needs assessment and feasibility study must be conducted to give the City direction for planning improvements. Northern California Communications Network (NCCN) has the expertise and ability to put together such a study for the City of Lodi.

APPROVED: _____

THOMAS A. PETERSON
City Manager

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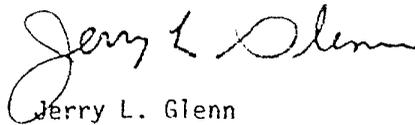
NCCN has demonstrated a thorough knowledge of the City of Lodi's telephone system and has also demonstrated knowledge of options which the City may pursue to resolve the telephone problems. NCCN does not represent any one particular telephone company, so they will not be advocating or selling a product from their company. Once the study is completed, NCCN will present the City with three to four options at which time the City will review and take into consideration the most feasible solution. NCCN estimates that the time to complete the study will range from 50 to 60 hours. Their cost is \$100.00 per hour.

NCCN is currently conducting a telecommunications feasibility study and a needs assessment for the City of Placerville. Placerville's system is similar to Lodi's; however, it is a few year's older and is not as heavily overloaded as Lodi's system. Placerville has expressed much respect for NCCN and recommended the company to help Lodi meet its objectives for expansion.

Staff recommends that the City Council find it is in the best interest of the City to contract with NCCN and not go to formal bid.

FUNDING: \$6,000 Contingency Fund

Respectfully submitted,



Jerry L. Glenn
Assistant City Manager

Prepared by: Janet S. Keeter
Administrative Assistant to the City Manager

JLG:br

Attachment

MAR 13 '91

City Manager's Office



March 12, 1991

Janet Keeter
City of Lodi
221 West Pine Street
Lodi, CA. 95241-1910

Dear Janet,

Enclosed is the proposal and Schedule A that you requested for our services. If you have any questions, or need to make any changes let me know.

Sincerely,

Robin P. Hardin

TELECOMMUNICATIONS FEASIBILITY STUDY

SCHEDULE A FOR THE CITY OF LODI

Services shall consist of analyzing current and future telecommunication needs, along with a written report for the following locations.

CITY HALL
MUNICIPAL SERVICE CENTER
HUTCHINS STREET SQUARE
PUBLIC SAFETY
CARNEGIE FORUM
PARKS AND RECREATION
WELLS/SUB-STATIONS
LIBRARY
FIRE STATION #2
FIRE STATION #3
ASSORTED PARKS

AREAS OF RESEARCH

TELEPHONE SYSTEM

- EXISTING EQUIPMENT
- CURRENT VENDOR
- FEATURE APPLICATIONS
- TRAFFIC NETWORK
- CABLE PLANT
- EQUIPMENT CAPACITY AND GROWTH
- UPGRADE OPTIONS
- T-1 APPLICATIONS
- LONG DISTANCE OPTIONS
- BUDGETARY FIGURES (IF NEEDED)

VOICE MAIL/AUTOMATED ATTENDANT

- POSSIBLE APPLICATIONS AND BENEFITS
- CURRENT PRODUCTS ON THE MARKET
- INTEGRATION CAPABILITIES
- BUDGETARY FIGURES (IF NEEDED)



Proposal

134 Rhoades Way
 Folsom, CA 95630
 (916) 983-0955

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PROPOSAL SUBMITTED TO City of Lodi		PHONE (209) 333-6700	DATE March 12, 1991
STREET 221 West Pine Street		JOB NAME	
CITY, STATE AND ZIP CODE Lodi, CA 95241-1910		JOB LOCATION	
APPROVED BY Janet Keeter	DATE OF PLANS TBA	JOB PHONE	

We hereby propose to furnish materials and labor necessary for the completion of

SERVICES PROVIDED

Telecommunications Feasibility Study and Needs Assessment

(See Schedule A)

Estimated Hours: 50 - 60

Hourly Rate: \$100.00

WE PROPOSE hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

Retainer - _____ dollars (\$ 2,000.00)

Payment to be made as follows:

Progress Payments will be billed in 20 hour increments.

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized
Signature

Robert P. Hardin

Note: This proposal may be withdrawn by us if not accepted within _____ days.

ACCEPTANCE OF PROPOSAL The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outline above.

Signature _____

Date of Acceptance X _____

Signature X _____